

CURRENT RECRUITING ACTIVITY

August 12, 2008

Columbia River Mental Health Services, a not-for-profit mental health services provider, believes whole-heartedly that people can and do recover from mental illness. We embrace evidence-based practices, knowing that the public deserves to receive services that work. Our services are culturally competent, and we vigorously pursue the diverse staff necessary to serve a diverse community. CRMHS provides competitive salaries and benefits.

APPLICATION PROCESS

Submit a **cover letter, with salary requirements & resume** to:

Columbia River Mental Health Services, Attn.: HR
PO Box 1337, Vancouver, WA 98666
FAX: (360) 993-3047
Email: recruiter@crmhs.org

We encourage bilingual individuals to apply.
AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

We are currently seeking:

MANAGEMENT AND EXECUTIVE STAFF

NO AVAILABLE POSITIONS AT THIS TIME

MEDICAL STAFF

FULL-TIME STAFF PSYCHIATRIST: Inpatient Evaluation and Treatment

PURPOSE: To provide psychiatric prescriptive services to adults in acute need of medical detox or mental health services.

ESSENTIAL FUNCTIONS / JOB RESULTS

- Provide comprehensive health assessments and medical histories within 24 hours of admission as needed.

- Provide direct psychiatric services to consumers including psychiatric evaluations, prescribing medications, conducting assessments and conducting routine and emergency medical visits as well as consultation services.
- Sign all Physician's Order Sheets.
- Provide clinical consultations and training to medical and clinical staff as needed / required.
- Participate in multidisciplinary client staffing.
- Assume a leadership position in the implementation and fidelity of the engagement model.
- Provide individualized attention, which encourages client's ability to maintain the highest physical, mental and psychosocial well being.
- Possess knowledge of client rights and ensures an atmosphere which allows for their privacy, dignity and well-being in a safe, secure environment.
- Maintain the privacy and dignity of each client and interact in a manner that displays warmth and promotes a caring and engaging environment.
- Perform all job responsibilities in accordance with prescribed safety and infection control procedures.
- Provide on-going medication monitoring with clients by routine evaluation and consultations with nursing staff.
- Maintain all required charting / paperwork requirements as defined by agency contracts or payer requirements.
- Provide on-call coverage approximately one weekend and four weeknights per month for additional compensation.
- Provide compassionate, respectful assistance in order to ensure a safe, recovery based environment.
- Testify at involuntary treatment hearings.

ORGANIZATIONAL JOB RESULTS

- Support agency mission, goals, and objectives.
- Develop and maintain interagency and community relations with hospitals, public health, and other health care groups.
- Participate as a member on committees as appropriate to position both within the agency and the community.

ESSENTIAL DUTIES:

Must possess the ability to:

- See, hear and speak in order to interpret and disseminate information.
- Read, write, and speak English.
- Complete multiple wrist and hand movements daily to complete chart notes.
- Input, retrieve and compile data utilizing strong personal computer skills.
- Convey information and ideas clearly.
- Work well and maintain composure in stressful, high-pressure situations.
- Rapidly assimilate and utilize new skills and knowledge.
- Demonstrate excellent verbal communication skills.

MINIMUM QUALIFICATIONS: Valid, current Washington licensure as physician licensed to practice psychiatry, Board eligible/board certified preferred. Must be DEA certified. Two years experience practicing psychiatry required. Experience in an inpatient treatment facility preferred

REGISTERED NURSES

FULL-TIME INPATIENT REGISTERED NURSE – HOTEL HOPE

PURPOSE: To provide medical services at the Hotel Hope Evaluation and Treatment facility for adults in acute need of medical detox or mental health services. **These are full-time positions working 5 shifts per week. Shifts are regularly scheduled as either daytime (7:00 AM until 3:30 PM), swing (3:00 until 11:30 PM) , or graveyard (11:00 PM until 7:30 AM).**

ESSENTIAL JOB RESULTS

- Provide psychiatric nursing services in conjunction with consulting psychiatrist.
- Conduct admit intake screenings, intake health screenings and complete initial treatment plan for consumers admitted to the unit.
- Provide other nursing services to include review of medical records; medication administration and monitoring for side effects; injections; checking vitals; and health assessments and screenings if needed.
- Provide information and education about medication, chemical dependency, psychiatry and medications to consumers, staff, and community as needed.
- Assist to maintain facility Medication Room in a safe and organized fashion.
- Assist to maintain current supply of all necessary medications and supplies.
- Participate as a member of the treatment team as needed to ensure clinically sound services.
- Complete all charting and documentation as required by law and agency contracts.
- Conduct UA's as necessary.
- Assist with ADL's to include personal hygiene.
- Provide individualized attention, which encourages client's ability to maintain the highest physical, mental and psychosocial well being in conjunction with medical staff.
- Assume a team position in the implementation and fidelity of the engagement model.
- Possess knowledge of client rights and ensures an atmosphere which allows for their privacy, dignity and well-being in a safe, secure environment.
- Assist with daily nutritional and hygiene needs of the resident therapy dog.
- Maintain the privacy and dignity of each client and interact in a manner that displays warmth and promotes a caring and engaging environment.
- Perform all job responsibilities in accordance with prescribed safety and infection control procedures.
- Provide compassionate, respectful assistance in order to ensure a safe, recovery based environment.
- Assist with consumer physical transfers and take downs, only in instances where restraint becomes the last resort to ensure safety.
- Ensures that whenever restraint or seclusion becomes necessary, that physician notification is completed within one our and that authorization is received.
- Ensures that the client is evaluated by an MHP within two hours of restraint or seclusion.
- Maintain communication and cooperative working relationships both within the agency and community at large.
- Other duties as assigned by Supervisor.

ESSENTIAL JOB DUTIES:

Must possess the ability to:

- See, hear and speak in order to interpret and disseminate information.
- Read, write, and speak English.
- Bend, stoop, twist and lift up to 30 pounds on a regular basis.
- Reach overhead and shoulders on a regular basis.
- Sit, stand and walk for varying periods of time.
- Complete multiple wrist and hand movements daily to complete chart notes.
- Input, retrieve and compile data utilizing strong personal computer skills.
- Convey information and ideas clearly.
- Work well and maintain composure in stressful, high-pressure situations.
- Rapidly assimilate and utilize new skills and knowledge.
- Demonstrate excellent verbal communication skills.

MINIMUM QUALIFICATIONS

Must possess current valid Washington State RN licensure. Two years experience working with chemically dependent and mentally ill adults and current knowledge of psychopharmacology are strongly preferred. Credentialing as a phlebotomist and inpatient psychiatry or detox experience preferred.

ADVANCED REGISTERED NURSE PRACTITIONER

PURPOSE: To provide psychiatric evaluation and prescriptive services to mental health consumers . To provide information and education about mental illness and medications to consumers, staff, students, volunteers, and the community. To provide consultation and clinical services to nursing staff as needed.

ESSENTIAL FUNCTIONS / JOB RESULTS

- Provide routine and emergency psychiatric medication evaluation, monitoring, and management for consumers.
- Occasionally provide other nursing services for consumers to include injections, medication refills, blood pressure checks, and medical assessments.
- Provide information and education about mental illness and medications used to treat it to consumers, staff, and community as needed.
- Consult with primary treatment providers as needed to ensure clinically sound services.
- Complete all charting and documentation as required by current law.

MINIMUM QUALIFICATIONS

Current Washington State RN license and Advanced Registered Nurse Practitioner license with prescriptive authority. Must have experience prescribing psychiatric medications to the chronically mentally ill population.

CONDITIONS OF EMPLOYMENT

- Satisfactory findings on a criminal background search.
- Annual TB testing required.
- Maintain current Washington State RN license and Washington State Nurse Practitioner license.
- Maintain CPR and First Aid training.

THERAPIST I and II: MENTAL HEALTH PROFESSIONALS

THERAPIST II: CHILD & FAMILY **(UNIVERSAL)**

PURPOSE: As a Mental Health Professional and Child Mental Health Specialist, provide direct services for children and families with Universal authorizations from the Clark County Pre-paid Health Plan in accordance with contractual obligations. Services may include case management, coordination and consultation, individual, family, and group psychotherapy. Teams with Peer Parent Supporter.

ESSENTIAL CLINICAL FUNCTIONS / JOB RESULTS

- Conducts Mental Health Assessments and functional, family-based, strengths based assessments, develops Individualized Treatment Plans, 180 Day Outcomes, and Discharge Summaries for participants to meet all WAC, Title XIX, and RSN requirements.
- Provides service delivery documentation on client mental health services and maintains agency documentation requirements, both electronically and on paper, in accurate and timely manner.
- Communicates treatment and other needs and plans to other staff members.
- Monitors and adjusts interventions in collaboration with client and family for their changing needs.
- Conforms to agency treatment model and practices, including attainment of 55% billable hours per pay period..
- Works effectively with the staff multidisciplinary team and adjunct professionals regarding needs of consumers for assuring appropriate course of treatment.
- Demonstrates professional standards of ethics and safety in interactions and treatment of clients, their families and all others related to employment.
- Provides liaison with community service agencies.
- Performs other duties as assigned. Duties may take place both on- and off-premises.

MINIMUM QUALIFICATIONS

Must meet Washington State standards for designation as a Child Mental Health Specialist: Masters Degree in a human services discipline and a minimum of two years providing treatment to mentally ill persons, with one year of the experience in treatment of seriously disturbed children, adolescents, and their families, the experience supervised by a Child Mental Health Specialist. Prefer experience in infant mental health and family therapy. Demonstrated ability to work positively as a member of a treatment team. Demonstrated ability to communicate effectively and follow through on tasks. Prior to commencing duties, must possess Washington State "Registered Counselor" or higher credential. Spanish language capability is desired but not required.

CONDITIONS OF EMPLOYMENT

- Satisfactory findings on a criminal background search.

- TB test required within 30 days of hire and annually thereafter as a condition of continued employment.
- Reliable Transportation and state minimum auto insurance requirements.

FOR THERAPIST II: As above. In addition, must meet state requirements for Mental Health Professional qualification (licensure as a psychologist or a person with a master's degree in a social service discipline AND two years supervised experience in direct treatment of children with mental illness or severe emotional disturbances).

FULL-TIME THERAPIST II: DISCHARGE PLANNER, INPATIENT EVALUATION AND TREATMENT

PURPOSE: Coordinate and participate in all Inpatient Evaluation and Treatment services. In coordination with guest, families, and community partners, perform discharge planning and utilization management.

ESSENTIAL FUNCTIONS / JOB RESULTS

1. Complete initial intake evaluations and provide direct service to consumers and family members.
2. Create all discharge plans, assist in planning and coordination of discharges as needed with guests, families, and community partners.
3. Serve as liaison to the RSN and third party payors.
4. Engage in service provision as part of the treatment team. Participate in and/or conduct groups.
5. Develop, monitor, evaluate, and update individual treatment plans in conjunction with client and treatment team.
6. Assume a team position in the implementation and fidelity of the engagement model.
7. Establish and maintain appropriate and therapeutic relationships with consumer residents that align with the engagement model.
8. Provide individualized attention, which encourages client's ability to maintain the highest physical, mental and psychosocial well being.
9. Possess knowledge of client rights and ensures an atmosphere which allows for their privacy, dignity and well-being in a safe, secure environment.
10. Maintain the privacy and dignity of each client and interact in a manner that displays warmth and promotes a caring and engaging environment.
11. Perform all job responsibilities in accordance with prescribed safety and infection control procedures.
12. Provide compassionate, respectful assistance in order to ensure a safe, recovery based environment.
13. Respond to emergent situations as necessary.
14. Participate in hands-on physical restraint or application of chemical or mechanical restraints as part of team effort in accordance with established policy and procedure for such action.
15. Complete all documentation and charting as required by law or agency contract.

ESSENTIAL DUTIES: Must possess the ability to:

- See, hear and speak in order to interpret and disseminate information.

- Read, write, and speak English.
- Bend, stoop, twist and lift up to 30 pounds on a regular basis, in order to participate in non-routine consumer restraint.
- Reach overhead and shoulders on a regular basis.
- Sit, stand and walk for varying periods of time.
- Complete multiple wrist and hand movements daily to complete chart notes.
- Input, retrieve and compile data utilizing strong personal computer skills.
- Convey information and ideas clearly.
- Work well and maintain composure in stressful, high-pressure situations.
- Rapidly assimilate and utilize new skills and knowledge.
- Demonstrate excellent verbal communication skills.

MINIMUM QUALIFICATIONS

Must possess a Master's degree in a behavioral health field and two years experience in the direct treatment of mentally ill persons. Washington State licensure strongly preferred.

CONDITIONS OF EMPLOYMENT

1. Satisfactory findings on a criminal background search.
2. Annual TB testing required.
3. Maintain current Washington State Registered Counselor or higher-level credential. Possess or be able to obtain CPR and First Aid certification.
4. Unlicensed staff must successfully complete 40 hours of chemical dependency training (offered on premises).

FULL-TIME THERAPIST II: MENTAL HEALTH PROFESSIONAL (INPATIENT)

PURPOSE: Provide services to adults experiencing acute mental health crisis at an in patient Evaluation and Treatment facility as a part of a multidisciplinary team. Services provided will include intervention, assessment, and treatment recommendations for people with a mental illness and those with co-occurring disorders. **These are full-time positions working 40 hours per week. Shifts are regularly scheduled as either daytime (7:00 AM until 3:30 PM), swing (3:00 until 11:30 PM) , or graveyard (11:00 PM until 7:30 AM).**

ESSENTIAL JOB RESULTS

1. Conduct intakes, evaluations and provide therapeutic services.
2. Present resident in case triage, consulting with psychiatrist or others as needed.
3. Assess patient status and determine ongoing need for voluntary or involuntary status.
4. Conduct treatment groups for residents.
5. Conduct individual treatment sessions with residents.
6. Assume a team position in the implementation and fidelity of the engagement model.

7. Complete all documentation and charting as required by law or agency contract.
1. Respond to emergent situations.
2. Provide compassionate, respectful assistance in order to ensure a safe, recovery based environment.
3. Provide individualized attention, which encourages client's ability to maintain the highest physical, mental and psychosocial well being.
4. Possess knowledge of client rights and ensures an atmosphere which allows for their privacy, dignity and well-being in a safe, secure environment.
5. Maintain the privacy and dignity of each client and interact in a manner that displays warmth and promotes a caring and engaging environment.
6. Perform all job responsibilities in accordance with prescribed safety and infection control procedures.
7. Assist in physical consumer transfers and takedowns, only in instances where restraint becomes the last resort.

ESSENTIAL DUTIES:

Must possess the ability to:

- See, hear and speak in order to interpret and disseminate information.
- Read, write, and speak English.
- Bend, stoop, twist and lift up to 30 pounds on a regular basis.
- Reach overhead and shoulders on a regular basis.
- Sit, stand and walk for varying periods of time.
- Complete multiple wrist and hand movements daily to complete chart notes.
- Input, retrieve and compile data utilizing strong personal computer skills.
- Convey information and ideas clearly.
- Work well and maintain composure in stressful, high-pressure situations.
- Rapidly assimilate and utilize new skills and knowledge.
- Demonstrate excellent verbal communication skills.

MINIMUM QUALIFICATIONS

Must possess current Washington State Registered Counselor credential. Must meet state requirements for Mental Health Professional qualification (licensure as a psychologist or psychiatric nurse; or a person having a master's degree in a human-services discipline AND two years full-time experience in the direct treatment of persons with mental illness or severe emotional disturbances).

CONDITIONS OF EMPLOYMENT:

- Satisfactory findings on a criminal background search.
- Annual TB testing required.
- Maintain current Washington State Counselor's registration, and CPR/ First Aid certification.

CHEMICAL DEPENDENCY PROFESSIONALS
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PART-TIME THERAPIST I: CHEMICAL DEPENDENCY PROFESSIONAL

Young Offender Reentry Program (YORP)

PURPOSE: To provide addiction and mental health therapy to consumers enrolled in services. This is a part-time position working 20 hours per week. It is eligible for pro-rated benefits.

ESSENTIAL FUNCTIONS / JOB RESULTS FOR CDP

- Provide clinical services to include chemical dependency/mental health assessment, treatment planning, individual and/or group therapy to consumers.
- Provide crisis intervention services to assigned consumers as necessary
- Establish appropriate and therapeutic relationships with assigned clients.
- Maintain all required paperwork/charting requirements as established by agency contracts.

ADDITIONAL JOB FUNCTIONS

- Attend staff and planning meetings as scheduled.
- Maintain communication and cooperative working relationships both within the agency and community at large.
- Other duties as assigned by Supervisor.

MINIMUM QUALIFICATIONS:

Bachelor's degree in a human services discipline plus Washington State Department of Health certification as a CDP is required, as is experience providing therapy to chronically mentally ill adults with a chemical dependency diagnosis. A combination of Certification plus 2 years' relevant experience may be substituted for degree. Master's degree plus experience and certification as a CDP strongly preferred.

CONDITIONS OF EMPLOYMENT

- Satisfactory findings on a criminal background search.
- TB test required within 30 days of hire and annually thereafter as a condition of continued employment.
- Maintain current Washington State CDP certification.

CASE MANAGEMENT

PACT Peer Support Specialist

PURPOSE: This member of the PACT multidisciplinary team has experience as a recipient of mental health services for severe and persistent mental illness and is willing to use and share his or her personal, practical experience, knowledge, and first-hand insight to benefit the team and its clients. The Peer Support Counselor functions as a fully integrated team member to provide expertise about the recovery process, symptom management, and the persistence required by clients to have a satisfying life. Collaborates to promote a team culture that recognizes, understands, and respects each client's point of view, experiences, and preferences. Responsible to maximize client choice, self-determination and decision-making in the planning, delivery, and evaluation of treatment, rehabilitation and support services. Provides peer counseling and consultation to individual clients, families, and team staff; acts as a liaison with community resources; carries out rehabilitation and support functions; and assists in treatment, substance abuse services, education, support and consultation to families, and crisis intervention under the

clinical supervision of staff with professional degrees. When the Peer Support Counselor has appropriate professional credentials, he or she may perform professional duties and clinical supervision.

ESSENTIAL FUNCTIONS / JOB RESULTS

- Provide peer counseling and support, drawing on common experiences as a peer, to validate clients' experiences and to provide guidance and encouragement to clients to take responsibility and actively participate in their own recovery.
- Serve as a mentor to clients to promote hope and empowerment.
- Act as an interpreter to help non-mental health consumer perspective to the entire team concerning clients' experiences on symptoms of mental illness, the effects and side-effects of medications, clients' responses to and opinions of treatment, and clients' experiences of recovery.
- Collaborate with the team to promote a team culture in which each clients' point of view, experiences, and preferences are recognized, understood, and respected, and in which client self-determination and decision-making in treatment planning are maximized and supported.
- Help clients identify, understand, and combat stigma and discrimination associated with mental illness and develop strategies to reduce self-stigma.
- Help other team members identify and understand culture-wide stigma and discrimination against people with mental illness and develop strategies to eliminate stigma within the team.
- Collaborate with the team to help clients learn about pertinent grievance procedures and support clients with filing, mediating, and resolving complaints.
- Increase awareness of and support client participation in consumer self-help programs and consumer advocacy organizations that promote recovery.
- Serve as the liaison between the team and consumer-run programs such as self-help groups and drop-in centers.
- Shared duties in the provision of treatment and substance abuse services.

MINIMUM QUALIFICATIONS: Must possess Washington State certification as a Peer Support Counselor and as a Registered Counselor. May have a college degree in a human services field or in another area, have a high school diploma, or have at least two years of paid or volunteer work experience with adults with severe and persistent mental illnesses. Must have good oral and written communication skills. The Peer Support Counselor, who is or has been a recipient of mental health services for severe and persistent mental illness, should have self-knowledge to manage their mental illness and be well along in their recovery. Must have a strong commitment to the right and the ability of each person with a severe mental illness to live in normal community residences; work in market jobs; and have access to helpful, adequate, competent, and continuous supports and services. It is essential the Peer Support Counselor have skills and competence to establish supportive trusting relationships with persons with severe and persistent mental illnesses and respect for clients' rights and personal preferences in treatment is essential. Typically, must have a valid driver's license for the state in which the program operates or effectively uses transportation to travel independently in the program's service area.

CONDITIONS OF EMPLOYMENT:

- Satisfactory findings on a criminal background search.
- Annual TB testing required.
- Maintain valid driver's license and appropriate automobile liability insurance.

- Maintain current Washington State Counselor's registration or higher credential
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Certified Peer Counselor/Parent Supporter

PURPOSE: Provides support services as part of an integrated team to youth and their families, who are involved in treatment. Provides direct parent to parent support to caregivers of children in the clinic and schools, and assist clinical staff in implementing therapeutic interventions. Participate in a variety of settings including community education, information and referral forums as needed.

ESSENTIAL FUNCTIONS / JOB RESULTS

- Participate with a team in developing and implementing treatment and support interventions.
- Assist parents in making social connections with other parents in a variety of settings.
- Develop a trusting and supportive relationship with the child and parent or guardian.
- Maintain professional healthy boundaries.
- Maintain your focus on interests and needs identified by the caregiver and assist in focusing on those interests and needs
- Ability to empathize with the child and families' situation as a vehicle for emotional support and to encourage their participation in the treatment process.
- Maintain confidentiality of all information concerning clients.
- Provide direct in-home support.
- Performs other duties as requested by supervisor.
- Build effective communication patterns between caregivers, teachers and mental health professionals.
- Support client through the discharge or transition process.

MINIMUM QUALIFICATIONS: Must possess Washington State certification as a Peer Support Counselor and as a Registered Counselor. Must have direct experience as a caregiver of a child or children that have been diagnosed with a mental health diagnosis. Must have good oral and written communication skills. It is essential the Peer Support Counselor have skills and competence to establish supportive trusting relationships with persons with severe and persistent mental illnesses and respect for clients' rights and personal preferences in treatment is essential. Typically, must have a valid driver's license for the state in which the program operates. Must be willing to transport clients in own vehicle.

CONDITIONS OF EMPLOYMENT:

- Satisfactory findings on a criminal background search.
- Annual TB testing required.
- Maintain valid driver's license and appropriate automobile liability insurance.
- Maintain current Washington State Counselor's registration or higher credential.

CLINICAL AND ADMINISTRATIVE SUPPORT
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Program Assistant YORP.

PURPOSE: To provide administrative support to the Yorp team and provide coordination of building support needs.

ESSENTIAL FUNCTIONS / JOB RESULTS

- Enter deadline-sensitive data into the computer information system in a timely manner. Perform all related self-check, error-correction, and data information functions according to timelines.
- Assist with correspondence, faxing, copying.
- Answer incoming program calls, take and distribute messages.
- Provide support for staff to track and complete required paperwork.
- Maintain necessary files.
- Cross train to alternate duties as necessary to cover inter-departmental and program needs.
- Communicate any site maintenance needs to Facilities Coordinator.
- Maintain office supplies and agency forms.

MINIMUM QUALIFICATIONS:

High school diploma or equivalent. Two years progressive clerical experience. Proficient in Windows XP, Microsoft Office; Word, Excel, Outlook, and Proprietary Data Entry System. Excellent customer service and organizational skills.

CONDITIONS OF EMPLOYMENT

- Satisfactory findings on a criminal background search.
- Annual TB testing required.
- At a minimum, maintain Washington State Counselor’s registration.
- Valid driver’s license and automobile liability insurance

Columbia River Mental Health Services is dedicated to providing services that are culturally, linguistically, and clinically competent to meet the needs and expectations of the diverse communities we serve. In our recruiting, retention, and staff development activities, we seek to enrich the cultural, linguistic, and specialized skills of our staff.

APPLICATION PROCESS

Submit a **cover letter, with salary requirements & resume** to:

Columbia River Mental Health Services, Attn.: HR
PO Box 1337, Vancouver, WA 98666
FAX: (360) 993-3047
Email: recruiter@crmhs.org

AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER